



CITY OF PARMA
PROPERTY MAINTENANCE DIVISION
6611 RIDGE ROAD • PARMA, OHIO 44129
PH. 440.885.8035 • FAX 440.885.8039

DATE
MAILED: _____

RESIDENTIAL RENTAL PROPERTY REGISTRATION

PLEASE COMPLETE THE FOLLOWING INFORMATION

1. Address of Rental Property: _____ Ward: _____
Is this property: ☐ New Rental ☐ Renewal Rental ☐ Single Family ☐ Two Family
 2. Name of Owner: _____
Address of Owner: _____
City, State & Zip: _____
Phone: _____
 3. Contact Person, Agent or Custodian if different than the Property Owner:
Name: _____
Phone: _____
 4. Tenant Name(s): _____ Phone Number: _____
Number of Children and Ages: _____
Tenant Name(s): _____ Phone Number: _____
Number of Children and Ages: _____
 5. **FEES:** In accordance with Section 185.04 of the Codified Ordinances of the City of Parma, a fee of \$150.00 is required to be submitted along with this application. Make check payable to the City of Parma Building Department.
LATE FEES: \$50.00 per month for failure to complete and pay the Rental Registration by the due date listed on the form. Failure to complete and pay the Rental Registration may result in a summons being issued to appear in Parma Municipal Court where additional costs and fees may be imposed.
 6. A separate application and fee is required for each residential rental property owned in the City of Parma.
I declare under the penalties of perjury that this application has been examined by me and is true, correct and complete.
- Payment Due Date:** _____ **Signed:** _____

FOR OFFICE USE ONLY:

DATE PAID: _____ CHECK NO.: _____ RECEIPT NO.: _____

PLEASE RETURN THIS PAGE WITH YOUR PAYMENT - RETAIN YELLOW COPY FOR YOUR RECORDS.